

217.770 Procedures.

Departments and agencies shall establish and maintain procedures for reviewing and approving orders placed for supplies and services under non-DoD contracts, whether through direct acquisition or assisted acquisition, when the amount of the order exceeds the simplified acquisition threshold. These procedures shall include—

- (a) Evaluating whether using a non-DoD contract for the acquisition is in the best interest of DoD. Factors to be considered include—
 - (1) Satisfying customer requirements;
 - (2) Schedule;
 - (3) Cost effectiveness (taking into account discounts and fees). In order to ensure awareness of the total cost of fees associated with use of a non-DoD contract, follow the procedures at PGI [217.770](#) (a)(3); and
 - (4) Contract administration (including oversight);
- (b) Determining that the tasks to be accomplished or supplies to be provided are within the scope of the contract to be used;
- (c) Reviewing funding to ensure that it is used in accordance with appropriation limitations; and
- (d) Collecting and reporting data on the use of assisted acquisition for analysis. Follow the reporting requirements in subpart 204.6.

Parent topic: [Subpart 217.7 - INTERAGENCY ACQUISITIONS: ACQUISITIONS BY NONDEFENSE AGENCIES ON BEHALF OF THE DEPARTMENT OF DEFENSE](#)